

# DEPARTMENTAL BRIEFS

September 22, 2009

## BUILDING AND SAFETY

The building department continues to issue warnings to property owners who need to remove weeds, signs or yard debris. We issued 15 new permits last week totaling \$255,587.24.

### Inspections

September		Res	Multi	Comm	Other	TOTAL
9/14/2009	Mon	50	3		4	57
9/15/2009	Tue	49	8	3		60
9/16/2009	Wed	34	3	5		42
9/17/2009	Thr	31		5	4	40
9/18/2009	Fri	24	4		2	30

### Permits sold

September		Res	Multi	Comm	Other	TOTAL SOLD	VALUATION	Plan check Fee	Building Permit Fee	Permit Fee
9/14/2009	Mon	3			2	5	\$899,336.00	\$2,646.78	\$6,616.95	\$65,503.16
9/15/2009	Tue	1				1	\$227,853.00	\$683.10	\$1,707.75	\$23,822.88
9/16/2009	Wed	4	1		3	8	\$1,205,206.00	\$3,740.60	\$9,351.50	\$137,511.57
9/17/2009	Thr			1		1	\$138,607.00	\$786.08	\$1,209.35	\$2,007.52

## ECONOMIC DEVELOPMENT

We visited with Woodbury last week to discuss the retail project just north of 2100 N. The developer has had discussion with a few large tenants and has some good prospects and expects phase 1 of the project to open at the same time frame as the 2100 North project completion.

A fortune 50 company had a site visit today to a property adjacent to SR-92 to evaluate the possibility of moving their business there. More to come later.

In the past few weeks much of the economic news has turned positive. Projections for third quarter GDP have been raised to 2.9 percent, worker productivity is up at an annual rate of 6.6 percent, new home construction has increased for five consecutive months, the stock market continues its gains, the Case-Shiller housing price index finally turned positive with a 2.9 percent increase for the second quarter, consumer confidence is up, and perhaps most important, the rate of job loss has decelerated substantially, from monthly losses of 700,000 jobs to monthly losses of around 200,000 jobs.

## CEMETERY

- Mow lawns
- Maintain sprinkling system

- Spray weeds
- Assist the public
- Maintain equipment
- Repair head stones
- Update records
- Pour cement mowing aprons around headstones.
- Take care of funerals
- Assist monument companies bringing in new headstones.

## **ENGINEERING**

### **SR 92**

- Drainage basin and pipes- property appraisals of options are being reviewed. Design work should start this week.
- SR 92 Pipeline- Second Phase design is almost ready for its first review
- Roadway Design w/1200 West connection – In Progress

### **Rail Trail**

- Construction is progressing

### **2100 North**

- Bids in late September

### **Front Runner**

- Working with UTA, UP, & UDOT on contracts to install the 2300 West railroad underpass crossing

### **2300 West**

- 19<sup>th</sup> to SR 92 Environmental – The revised engineering contract is being signed
- 2100 N. to Thanksgiving Point Design – Front Runner Bridge design is almost complete. Roadway design is being finalized.

### **Pioneer Crossing Blvd**

- 60" CUWCD pipeline - being installed
- Road Construction - progressing
- Drainage on Center Street is still being reviewed & discussed

### **Canal Enclosure**

- Final Plans are being reviewed by the DRC
- Is in the bidding process.

### **Spring Creek Well and Reservoir**

- Well is still being tested/finalized
- Finalizing plans for the Reservoir

### **City Design Standard Revisions**

- Making changes from DRC review & additional staff input.

## **FIRE DEPARTMENT**

- The Fire Department responded to a total of 31 emergencies for the week of September 14, 2009 – September 20, 2009.  
- 25 of which were medical emergencies

- 6 of which were fire emergencies

- 9/14/2009: Firefighters responded to an 83 year old female who was having a possible stroke. The patient was treated and transported to American Fork ER.
- 9/14/2009: Firefighters responded to an infant that had fallen down the stairs. The patient was transported to American Fork ER.
- 9/17/2009: Firefighters responded to a patient who had hit the mountain at the flight park (point of the mountain). The patient was treated and transported.
- 9/18/2009: Firefighters responded to a missing child report. The child was located.
- Firefighters had a total of 16 hours of training for the week. This included:
  1. Hydraulic Class
  2. Multiple Medical Scenarios
  3. Fire attack, high rise training
  4. Burns
  5. Hydrant Mapping
- Public Education Program.
  - 1) Firefighters had contact with 178 Children throughout the week. This included, all visiting the fire station and local elementary schools.
- Inspections
  - 1) Fire Department conducted a total of 0 inspections/re-inspections of local Lehi Businesses.

## **FLEET**

- Lube oil and filters
- brake jobs
- Repaired a light bar for a patrol car
- Repaired tail lights on an Ambulance
- Coordinated replacement tires for vehicles at Les Schwab
- Coordinated sever warranty's with the dealerships
- Worked with Lake City International and Tanner Radiator the complete the A/C repair on one of the large power trucks.
- Met with Brenn Bybee for our weekly vehicle replacement meeting.

## **JUSTICE COURT**

For the week of Sept. 14, 2009 to Sept. 18, 2009, the court accomplished the following:

Charges filed:

DUI	02
Public Intoxication	02
Moving Violations	52
Non-moving violations	36
Assault	01
Theft	00
Fail to appear	06
Other	09

Domestic Violence	<u>00</u>
Total	111
Charges Disposed of:	
Bail Forfeiture	76
Not Guilty Plea	13
Guilty Plea	53
Dismissed	63
Amended	<u>06</u>
Total	211
Collections	
Total Fine Collected	\$9,101.13
Security Surcharge Collected	<u>\$5,104.87</u>
	\$14,206.00

## **LIBRARY**

- August has been much more calm at the library than the last few months. We have taken a break from storytime and a lot of patrons have been too busy getting ready for school to come to the library. This has given the staff a chance to catch their breath and get ready for another school year.
- The library has now been a part of the Reciprocal Borrowing Agreement for over a year. We currently have 251 reciprocal borrowers registered to use the Lehi Library. Most RB patrons have been very happy with our library. They especially like our media collections. (VHS, DVD, Books on CD and Tape, & Music CD's)
- During the month of August the library has checked out 35,535 items, renewed 5,381 items and processed 1,915 holds. While these numbers are down from the last few months, it is actually a 47% increase over last August. Part of the reason is just the increased usage by patrons, but the other reason is that we didn't close down for a week for inventory! I believe that the patrons like our new way of doing inventory much better and so do the staff.
- The library has also hit another milestone. Our collection has now passed the 90,000 mark! We currently have 91,171 items. This includes items from both the main library and Pointe Meadow. We currently have 20,042 items checked out to patrons. That is 22% of our collection that is checked out. We continue to add about 350 patrons each month. This keeps us very busy.

## **MUSEUM**

- During the month of August the Museum reports the following statistics:  
Scout groups.....14 (147 scouts)  
Activity Day girls groups.....2 (57 girls)
- During the month of August the museum open 21 business days to the public during which time it was visited by many patrons and out of town guests, but also had a large number of scout groups schedule tours. Many of the scout leaders informed us that they were trying to get in a last big event before school started. We also provided tours to youth groups, senior groups, and the Provo Hospital. Two youth docent training meetings

were held to train our new volunteers. Two museum outreach programs were presented at Timpanogus Cave National Monument. These were so well attended that they scheduled one more for September.

- August is traditionally the calm before the storm at the museum as in September and October we typically get bombarded with school field trips. In preparation for this, August has been spent building our new pioneer room. This new room required painting, and building a complete barn half with walls, beams, a roof, etc. This room is being re-built to comply better with State approved core curriculum objectives as well as to better bring artifacts to life for students. Upcoming months should reflect an increase in school tours and a decrease in scout and youth tours, as this has been a recognized seasonal trend.

## **PARKS AND BUILDINGS**

### **Sports Parks**

- Aerated all turf areas for Veterans and Sports Parks.
- Top dressed turf
- Prepped for games, City League Softball, Rocky Mountain Baseball.
- Culturally performed routine maintenance to include mowing, string trimming, edging, spot watering, etc. of all Sports Parks.
- Sprayed for Mosquitoes, and applied insecticides to prevent sod worms, and grubs.
- Repaired sprinkler heads and worked on cleaning out valves.
- Planted landscape around the newly installed filter area.
- Cleaned restrooms
- Collected trash
- Fertilized around the entry peninsulas at the Sports Park.
- Weeded the xeriscape area of the Sports Parks.

### **Turf Maintenance**

- Began an aggressive aeration program in all the major parks and larger detention basins.
- Top-dressed Sports Park, Veterans Park, Wines Park
- Applied a wetting agent surfactant to Wines Park, Band Wagon, Round about, Sports Park, North Entrance Park, Summer Crest Park.
- Fertilized the front of Centennial Park, the peninsulas at Sports Park.
- Applied Grub control Insecticides to Wines Park, Band Wagon, Allred Park, Veterans Park, Willow Haven Park.

### **Irrigation**

- Repaired valves at Sports Park, Jordan Willows, Gateway and Greens Parks.
- Cleaned and adjusted filters and adjusted clocks at the Library, Fire Station, Pilgrims Landing, Jordan Willows, Greens, Bandwagon, Gateway, Centennial, Allred, Olympic and Eagle Summit Parks.
- Repaired broken heads at Centennial, Wines, Museum, Sports Park, Veterans Park and Summer Crest.
- Remodeled the irrigation system around the Courthouse and Fire Station.
- Working on the drip irrigation system in front of the Water and Waste Building.

### **Parks**

- Maintained the cultural practices in all parks and detention basins to include the mowing, string trimming, edging, trash collection, spot watering, Pavilion preparation and restroom cleaning.
- Repaired the drinking fountain at Wines Park.
- Began a very aggressive aeration program in all the major parks and basins.

#### Buildings

- Monitored the RTU's for the Legacy Center and City Hall.
- Worked on developing a canopy made out of sheet metal to cover the exterior fire alarm horns around the Legacy Center.
- Installed a prototype to measure the effectiveness of the horn apparatus for the fire alarms at the Legacy Center.
- Repaired flush valves at Olympic Park and the Legacy Center.
- Repaired ballasts in numerous light fixtures through out the City.
- Changed exhaust fans in Wines Park restrooms.
- Supplied all buildings with product necessary to support operation.
- Deep cleaned carpets at Public Works, Legacy Center and Arts Center.
- Maintained all City buildings for cleanliness by vacuuming, mopping, disinfecting and cleaning all restrooms, lunch/break rooms and deep cleaning where necessary.

#### Special Projects

- Attended Parks and Trails committee meeting.
- Attended DRC

### **PLANNING DEPARTMENT**

- The DRC reviewed the following at their September 16, 2009 meeting:
  - Ivory Homes – Requests approval for 3 temporary project directional signs for the Ivory Ridge Development located at 3340 North Center St.
  - JCW – Requests approval for a monument sign located at 3605 Thanksgiving Way.
  - Cade Bradley – Requests Concept Plan review for a pole sign for Hoyal Business Park located at approximately 3302 Mayflower Ave.
  - Dale Harvey – Requests Site Plan and Conditional use review for a Burger King to be located at approximately 1466 East SR-92 in a Commercial zone.
  - Tyler Loveridge – Requests Site Plan and Conditional Use for Horsepower Towing, a towing company with an impound yard located at approximately 2550 North 1200 West in an existing Commercial zone.
  - Chans Carson – Requests Subdivision review for Carson Estates, a 2-lot residential subdivision with an existing home located at 320 South 300 West in an existing R-2 zone.
  - Highlands @ South Pointe LLC - Request Final Subdivision review for Snow's Spring, a 49-lot residential subdivision located at 1300 South 2300 West in an R-1-22 zone.
- The DRC is scheduled to review the following items at their September 23, 2009 meeting:
  - Provo Reservoir Canal Enclosure 90% Plans.

- CJS & Co. – Requests review for an extension of time for the Mill Site Subdivision Plat A located at 815 East 675 South in a LI (Light Industrial) zone.
  - First Utah Bank – Requests Preliminary Subdivision review for Cresthaven Townhouses, a 122-unit residential development located at approximately 4200 North Traverse Mountain Blvd in a PC(Planned Community) zone.
- A Planning Commission meeting was held on September 10, 2009. All items on the agenda were approved which included 2 home occupations and one conditional use permit for a motorcycle sales and service business located at 1560 North Trinniman Lane.
- Staff processed applications for the following Permitted Uses:
  - Horsepower Towing located at 2550 North 1200 West (formerly Vern Rowley's towing yard).
  - Team One Capital a financial services business located at 225 West State Street.
  - Bercich Construction offices located at 2940 West Maple Loop, suite 204.
  - Reid Swenson Dentistry relocation to 220 North 1200 East Suite 202.
- Staff continues to work with developers and contractors to coordinate requested bond releases with the City inspectors.
- Staff recorded Thanksgiving Meadows Amended Condo Plats 4-7.
- Staff is working with Provo Reservoir Water Users Company to consolidate the City's multiple certificates for full and late shares into just 2 certificates. This will simplify yearly record keeping and reduce the cost the City pays on assessments for each certificate.

## **POLICE DEPARTMENT**

08/23/09 – 09/12/2009

- Abandoned 911 calls:32
- Abuse-Adult:0
- Abuse-Child:1
- Agency Assist:12
- Alarm:27
- Alarm-Fire:5
- Alcohol Offense:3
- Animal Problem:103
- Arson:0
- Assault:3
- ATL:0
- Att Suicide:1
- Burglary:25
- Business License Prob.:3
- Call out:0
- Check Point:1
- Citations:
  - ACO:2
  - AOF:8
  - MIS:68
  - MOV:251
  - Non MOV:0
  - PRK:4
- Violations:
  - ACO:2
  - AOF:16
  - MIS:103
  - MOV:313
  - Non MOV:0
  - PRK:4
- Citizen Contact/Assist:20
- Citizen Dispute:0
- Civil Problem/Info.:20/15
- Controlled Substance:9
- Criminal Mischief:6
- Custodial Interference:3
- DCFS Report:2
- Death Investigation;
  - Attended:1
  - Unattended:1
- Disorderly:6
- Domestic Violence:20
- DUI Alc. or Drugs:4
- Explosives:0
- Extra Patrol:33
- Family Problem:12
- Fingerprints:28
- Fire/Fireworks:11/3
- Fire Investigation:0
- Fire Vehicle:0
- Found Person/Child:3
- Fraud:8
- Harassment/Threat:19/2
- Hazardous Condition:6
- Hazmat:
- Homicide:0
- Juvenile Problem:20
- K-9 support:5
- Keep the Peace:10
- Littering:3
- Medical Emergency:47
- Medical Transport:0
- Mental Subject:2
- Missing Person:5
- Motorist Assist:47
- Nuisance:8
- Obstruction of Justice:1
- Paper Service:10
- Parking Problem:3
- Possession of prop.:0
- Presentation:2
- Prisoner Transport:0
- Property:
  - Found:12
  - Lost:3
- Property Damage:1
- Public Peace:8
- Pursuit:0
- Robbery:0
- Runaway:1
- Sex Offense:3
- Stalking:0
- Suspicious Situation:77
- Theft:30
- Tobacco Problem:0
- Traffic:31
- Trespassing:4
- Unsecured Premises:1
- Utility Problem:0
- Vehicle Abandoned/Repo/Impound:6/7/1
- Vehicle Burglary:24
- Vehicle Recovered:0
- Vehicle Theft:3
- Vin Inspection:6
- Warrant Service:10
- Weapon Offense:4
- Welfare Check:9
- Zoning:19
  - Red Tag:5
  - Zoning Tag:3
- Traffic Accidents;
  - Hit & Run:5
  - Personal Damage:42
  - Personal Injury:16
  - Fatal Accidents:0

8/28/09: Two vehicles were traveling westbound on Main Street in the area of 300 West. Vehicle #2 stopped in traffic in the westbound lane. Vehicle #1 was following too close and struck the rear of vehicle #2. The driver of vehicle #1 was found to be impaired. He was placed under arrest for DUI.

9/12/09: A Lehi officer was in the Maverick gas station on Thanksgiving way collecting a statement from a complainant in a case. He observed a mid twenties male and female enter the



store and the male appeared impaired and having a difficult time doing simple tasks. The male then left driving in a vehicle. The officer then followed the vehicle and found that the vehicle did not have insurance. The driver was an adult male. He was arrested DUI-Drug, Stop sign violation, no insurance, possession of marijuana, possession of drug paraphernalia, and possession of a controlled substance without a valid prescription.

## **POWER DEPARTMENT**

### Overhead Crew (Gary Maurin)

- Switched downtown and 500 West Circuits
- Moved pole on 200 South 400 West for the Railroad project
- Replaced pole that car hit on Frontage Rd.

### Labor Crew (Brent Thomas)

- Pulled in three more conductors on 2600 N
- Moved the load from sub # 3 to accommodate the commuter rail project
- Installed an anchor to support the 600 N. circuit after the line is removed crossing the tracks for commuter rail
- Installed a new pole at Doman Sports and dead ended the line for future line going up 500 W.
- Repaired a pole that was hit by a car on the Frontage Road by the State Road Shed
- Repaired a damaged line on 1350 E 200 S. that was hit by a track hoe

### Substation and Metering (Woody Berry)

- Met with scout troop and talked about energy conservation, where Lehi gets its power and what appliances use the most electricity
- Test, program install 3 phase meter, test switch, wiring, circuits at church at Thanksgiving Meadows
- Terminate 800 AMP service secondary conductors and energize transformer in sectionalizer
- Test program, install 3 phase demand meter, time of use meter at golf club house
- Download load logger at Provo
- Test program, install 3 phase commercial meter at Harward Irrigation
- Repair school crossing signal at 2375 N 1200 E
- Troubleshoot, test repair, replace and re-program 2-3 phase net meter at Dean Wallace
- Time of use meter study 2.9 kw in day 2.0 kw night
- Monitor load on transfer circuits
- Energy conservation and management meeting

### Planner (Rob Littlefield)

Week of 9-14-09

- Design and bonding information for Morgan Law Office
- Worked with Flatiron on supplemental agreements for SR 92 project
- Sent invoice to UTA for new service on 1220 N.
- Worked with Cleanwire on new antenna site and power connection
- Worked with Layton Construction on temporary power needs for MATC project
- DRC review and meeting on Wednesday September 16, 2009

### Blue Staker (Locator Kenny)

- Total Blue Stakes for the week of September 14, 2009 was 150

## **PUBLIC WORKS**

### Departmental Briefs for Jim Hewitson

- Made Daily rounds
- Attended Novotx Meeting
- Attended Emergency Management Meeting
- Met w/ Eric at the Water Building
- Attended and reviewed DRC
- Weekly meeting with Ron Foggin on 9-17-09
- Meeting with Wade Allred on Street Dept. personnel on 9-17-09

### Departmental Briefs for P.W. Admin Office Personnel

- Compiled and sent Departmental Briefs for P.W. Admin and Power Department for the week of September 14, 2009
- Answered calls and wrote and distributed work orders for work required for the Street, Power, and Parks Departments.
- Ordered office supplies for P.W. Departments as requested
- Processed and assorted approx. 40 blue stakes daily for the Power Department
- Signed and distributed road cuts for Comcast, Questar, Qwest and the City; collected \$100.00 administrative fee and cash bond for each cut issued
- Mail to IPSA for the Power Dept.
- Power outage reports on Tuesday and Wednesday (non-scheduled; one was residential the other was commercial near Chase Bank)
- Transmittal to Civil Science
- Set up and scheduled meeting for all city inspectors regarding changes to State statute
- Changes to Dry Creek letter as requested by Lorin Powell
- Filed documents for Jim and organized files
- Sidewalk bond releases
- Attended Emergency Management Meeting; working on updating vendor list for P.W. Departments

## **SENIOR CENTER**

- 729 Congregate meals served during the weeks of 8/1/2009 – 8/31/2009.
- 516 Ensure meals counted for the weeks of 8/1/2009 – 8/31/2009.
- Sponsored mini health fairs on 8/5/2009, 8/12/2009, 8/19/2009 and 7/26/2009 - 105 seniors participated.
- Held monthly hearing clinic on 8/27/2009.
- Sponsored Podiatrist on Wednesday, 8/12/2009 – 16 seniors participated.
- Seniors attended Annual Senior Fair held in Orem on Tuesday, 8/25/2009.

## **STREETS**

- Put final coat of fog oil on Traverse Blvd. Paint crew worked on rail road crossings.
- Asphalt crews paved on 600 E and 2600 N. this was a newer county annexation that needed to be fixed before winter. Crewed started prepping road cuts for the following day.
- Asphalt crews patched all open water cuts, and removed bad spots in various roads and re-paved them. Fire Dept. needed our loader and an operator to help them put out large tree fire on S. end of town Whole crew graded and cleaned up parking space behind fire station #2 for Rick Howard

## **WATER DEPARTMENT**

### **General Business**

- An agreement has been reached between Lehi City and the Bowler Company to acquire a storm easement. This easement will provide access for the Larson C Store to install a private 12" storm drain line to the City's existing storm system.
- 9/15/09 - 4 hr. DRC review.
- 9/16/09- 5 hr. DRC.
- Supplemental agreements have been reviewed for the I-15 corridor expansion project and the SR-92 water line relocation.

### **Pressurized Irrigation**

- Monitoring water flow and pond levels.
- Responding to numerous requests to assist with pressurized irrigation turn ons.
- Checking irrigation wells to assure that they are running properly.
- Daily maintenance on ponds and well houses.
- Completing service orders on a daily basis.
- Putting t-chlor into North Lake settling pond.
- Cleaning screens daily.

### **Hydrant and Valve O & M**

- Turned valves.
- Spent week working on hydrant repairs from list generated by Fire Dept.
- Turned water on at 2300 West for Pioneer Crossing.
- Shut down culinary and PI at 500 West for Pioneer Crossing.

### **Culinary**

- Daily rounds.
- Routine bacteria samples.
- Daily chlorine residuals.
- Repaired PI service leak at 2035 West 150 South.
- Repaired PI service leak at 450 West 300 North.

### **Meter Department**

- 4 meter sets.
- Daily slips from City Hall.
- 12 cycle re- reads.
- 22 turn offs for non payment.
- 26 high usage reads.
- 15 meter repairs.
- 14 stop meters.

### Inspections

- Spring Creek "G" - Contractor has installed both culinary and pressurized irrigation mains. He has started installation of individual services for each lot.
- Pioneer Crossing - Contractor has been working on the removal of water mains located at 2300 West in order to enlarge main sizes. They are lowering them to accommodate the new storm drain piping.
- Hardman - 1 lot. Inspected the installation of water and sewer laterals from mains to property line and monitored compaction efforts.

### Wastewater

- 7 Blue Stakes of main line and sewer laterals.
- Weekly maintenance on equipment.
- 1 easement man hole locate - 3 sewer 2 drain - at 900 North 1550 East.
- Vac'd 1 PI leak at Gray's Farm Subdivision.
- Washed vehicles.
- Vac'd 1 culinary leak at the Street Dept.
- Installed the rebuild overlay on TV camera unit.
- TV'd alleyways for annual inspection to update records.
- Dye test at 700 South 1385 West for proof of service.
- Lateral problem at 2650 North 1036 West. Blue Staked and helped resolve problem for homeowner.
- Val Kotter is sealing sewer main lines in various locations.
- Continued preventative maintenance on wastewater collection system.

### Drainage

- Cleaned curb catches and drains throughout town.
- Issued warning citations for debris.
- Traverse Mtn. Elementary School has encountered an alignment problem and needs further engineering.
- Center Pointe buildings K and L has completed half the system.
- Continued digging for drain pipe on north side of State Street for Victor's Tires and found what appears to be the drain.

### Bluestakes

- Completed 62 normal and 3 emergency Blue Stakes.
- Attended a meet with Layton Construction at 2300 West and Ashton Blvd. for construction of job site.
- Attended a meet with Performance Construction at 951 South 2300 West for setting of post holes.